

FIRST UNITARIAN CHURCH, ROCHESTER, N.Y.
BOARD OF TRUSTEES MEETING
November 8, 2016

- I. The meeting was called to order by Congregational President Barbara deLeeuw at 6:32 PM.
- II. Participants:
 - A. Board: Congregational President Barbara deLeeuw, Vice President Chris Graziano, Clerk Linda Friedman, Treasurer Anne Perry, Trustees Dave Burnet, Nicole Delgrosso, Tim Farnum, Jill Poremba, John Solberg, Paul Suwijn
 - B. Staff: Rev. Joel Miller, Laurie Collins
- III. Centering – Rev. Miller
- IV. The minutes of the October board meeting were passed.
- V. Social Justice Grants Panel
 - A. A motion was passed to approve new members to the panel.
 1. They are Libby Moore, student member Marlee Mullane with Jo Cone as the board representative.
- VI. Interim Senior Minister’s Report (see Appendix A)
 - A. It was generally agreed that given the major changes in staffing and roof repair costs, the budget would need to be re-worked this year.
 1. A motion was passed to establish funding of Orange Sky as a first priority when re-working the budget.
- VII. Rev. Tina Simon would like to do a healing circle for the board which would include current members and former members who left in June.
 - A. Times to do this were discussed and the decision was made to meet on Tuesday nights.
- VIII. Annual Budget Drive
 - A. An update was given by Barbara.
 1. Things are wrapping up with the challenge being the difficulty of contacting people who don’t respond to those who are trying to talk with them.
- IX. Announcements
 - A. Barbara invited all to the Local UU Partnership Workshop November 19, 2016.
 - B. Board members can join the Regional UU Leadership call November 23, 2016.
 - C. Linda reminded the board of the Benefits Boutique on November 19 and 20.
- XI. The meeting was adjourned at 7:15 PM.

Respectfully submitted,

Linda Friedman

Appendix A

Minister's Report to the Board, Nov. 2016

Staffing Report:

1. Ursula Staneff's departure for her new position at the Catholic Diocese means some short-term adjustments. She has been a wonderful asset for the church. We will miss her!
2. I am in the process of hiring an Accounts Payable Bookkeeper as a result of Ursula's departure. This staff position requires a separate employee in order to maintain the church's current financial controls. I hope to have this position filled by the end of this week so that Ursula can train them. Allen Gundlach has agreed to supervise the person in this new staff position.
3. I've previously reported that Website updating was to be done by several different staff members. This was less than ideal, and with Ursula's departure, this work really had to have better oversight. I am adding this task to Carol Anne's portfolio. She will also directly supervise the sextons and the office assistants (Heather and Laurie). Carol Anne is an excellent member of our staff – and I want to note the substantial increase in rental income that is all due to Carol Anne's excellent work.
4. Carlos will be temporarily overseeing Denominational Affairs. With the McNamara's stepping-down, there were no volunteers interested in leading this larger-ministry connection.
5. Ken Buckle, Sue Ames, and Tim Farnum are the Roof Communication Team (you may have seen their excellent article in a recent newsletter).
6. Tom Perry was appointed by the Social Justice Council to be the First Unitarian Representative to Roc Acts. Carlos is a fantastic networker, and we have these wonderful new relationships due to his ministry with the church.
7. Eleven members have been trained to lead the Healing Circles. The announcement for sign-ups will come out very shortly. Tina's creation of this unique process and the curriculum for it is outstanding work.

Staff Grievances: There are none to report.

Financial Report:

1. Pledges for this year as of today are over \$692,000.00. I believe, with guidance from Allen, that we can expect this to increase a bit more.
2. With Ursula's departure, there is a reduction in expenses. That reduction is offset by the need to increase Carol Anne's salary and fund the new AP Bookkeeper position. With pledges at this current status, the current deficit is about \$90k. About \$62k of this is the balance left on the payout to Kaaren Anderson. About \$30k is due to the combined expenses of \$15k from closing UniUniques, and the rest due to the total difference between of pledges and grant and the pledge goal of \$763,000.00.
3. Fundraising (auction, Fashionista, rummage sale) is going slowly – it will need some attention in the coming months.
4. Allen and I are beginning to plan for the next fiscal year. It would be best for me to elaborate on this in executive session or to wait until December's meeting to discuss this further.

Current Interim Goals:

1. The first Interim Goal this first 6 months has been staffing. There were significant transitions last year and the transition with Ursula Staneff this coming Nov. 18 is also significant. Caring

and Supervision staff in these first 4 months has required a lot of my energy and attention. As I have informally mentioned at previous meetings, the staff was quite traumatized after the tensions of the past few years.

2. Roof Replacement: This project has had a lot of my attention these past 4 months. Today, four Contractors had a walk-through (really, more like a “walk-over”) of the roof this afternoon. This was for bids to make temporary repairs. With Ursula’s departure, oversight of this project is now directly my responsibility.
3. ABD: The mailing went out thanks to a great group of volunteers, and the pledging table after services has been very helpful – thanks to Board volunteers! I’m especially grateful for Barbara de Leeuw’s oversight of the ABD this Fall.
4. Healing Circles: Rev. Tina Simson has written an excellent training curriculum for facilitating this process. These will begin this month and continue for as long as they are needed. Tina and I also invite the Board -- past year’s and current year’s – to participate in a healing circle.

Upcoming Interim Goals -- I anticipate the upcoming interim goals:

1. Funding the replacement of the roof;
2. Establishing 2 Healthy Congregations teams – one for study, one to implement congregational programming and training.
3. The ABD for Fiscal Year 2016-2017
4. Continued adjustment of staffing to meet congregational needs within the limits of financial resources.
5. Assisting the congregation with adapting its culture to changing needs and resources.

Operational/Fundraising Request:

I would like your permission to continue funding Orange Sky at the Saturday Service. I believe that there is an exceptional interest among some donors in maintaining this ministry – and costs that will have effects beyond Saturdays if we don’t try to sustain services on Saturdays.